

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, May 4, 2020 at 5:00 p.m., via teleconference in the Administration Office located at the Brooks County Office Building. Commissioners present were: Mr. James Maxwell, Chairman; Mr. Patrick Folsom, Vice Chairman; Mr. Willie Cody; Ms. Myra Exum; and Mr. Rhett Rowe. Others present were: Ms. Jessica McKinney, Administrator; Ms. Patricia Williams, County Clerk; Mr. James Burchett, County Attorney; and various residents.

Public Hearing

Kelly Meinken – Yard Variance - Ms. Sherry Davidson, Planner, Southern Georgia Regional Commission (SGRC), via teleconference, presented the Petition of Kelly Meinken for a front yard variance of 10 feet (40-10=30) and a side yard variance of 9 feet (14-9 =5). Ms. Meinken purchased the property to build a single family dwelling in 2018. She is unable to meet the requirements for the setbacks in the R-1 district due to a drainage easement (ditch) on the west side of the property as well as an existing stream which requires a 25-foot buffer. The only option she has is to move the location to the upper east side of the lot. The Health Department has approved a front yard septic system and will be tying into the water system for the subdivision. The property is located as lot 9 in Hidden County Development on Woodward Circle.

There was no opposition at the Planning Commission meeting held April 21, 2020. Regional Commission Staff approved the requested variance due to meeting the strict standards of hardship and uniqueness. County Attorney had concerns regarding the minimal foot for side yard. Chairman asked if anyone on the teleconference call was in support of the requested variance. The Applicant and the Walter Family were present. There were none on the call against the request.

Fallon Harris – Zoning Change Request – Ms. Sherry Davidson, Planner, Southern Georgia Regional Commission (SGRC), via teleconference, presented the Petition of Ms. Fallon Harris to change the zoning of a .92 acre parcel, located at 201 Perdue Road in unincorporated Brooks County, more specifically described as Map No. Q1-7, Parcel No. 091 DR20M (Residential) to BR (Business Retail). Planning Commission approved the request at a meeting on April 21, 2020. Regional Commission Staff recommended approval of the request to change the non-conforming zoning for the purpose of bringing the use of a commercial day care into conforming and allow a small store to be located in an existing building behind the day care to serve the residence in the community.

County Attorney inquired about the 6 foot buffer with the fence; and whether or not it is required for Business Retail (BR). Chairman asked if anyone on the call was against the request, there were none. No one on call was in favor. Chairman closed the Public Hearing at 5:19 pm.

1. Call to Order – Chairman called the meeting to order; welcomed and thanked everyone for joining in on the teleconference.

6. New Business

A. Public Hearing Vote

1. Kelly Meinken – Yard Variance – Mr. Cody made the motion to accept information from Planning Commission and approve the request by Ms. Meinken for a front yard variance of 10 feet (40-10=30) and a side yard variance of 9 feet (14-9 =5) on property located as lot 9 in Hidden County Development on Woodward Circle; seconded by Mr. Folsom. Vote was unanimous.

2. Fallon Harris – Zoning Change – Mr. Cody made a motion to accept the request from Ms. Harris to change the zoning of a .92 acre parcel, located at 201 Perdue Road in unincorporated Brooks County, Ms. Exum seconded with questions. What kind of store is it going to be? Whether there will be a 6 foot buffer and fence? Is it an existing building and is the day care there? Ms. Harris responded yes the day care is there.

County Attorney also questioned whether there will be a 6 foot buffer and fence? Is the owner willing to tear down building for the 6 foot buffer? County Attorney inquired about the zoning change from DR20M (Residential) to BR (Business Residential) in conformity with the County Zoning Ordinance. Building Inspector, Mr. Ingram, stated and confirmed the special exception for day care was approved approximately 20 years ago.

Mr. Cody withdrew his motion and Ms. Exum withdrew her second. Chairman stated the request needs to go back to the Planning Commission for better clarification. Ms. Exum made the motion to send back to Planning Commission for a correct zoning approval, Mr. Folsom seconded. Vote was unanimous.

B. Initial Discussion of Development Authority IGA and Discussion of County Administrator Recommendations – Development Authority presented the County with a proposed Intergovernmental Agreement (IGA) for consideration. Administrator requested the Board review the Agreement; and present at the June Meeting for approval. County Attorney is also reviewing the IGA.

C. Initial Discussion of Grady Contract Renewal and Terms – This item was removed from the agenda for discussion in the special called meeting to be scheduled the week of May 18, 2020.

7. Unfinished Business

A. Haddock Road – (Tabled)

B. East Brooks Fire Department – (Tabled)

8. County Administrator Notes/Comments

A. Recommendation for County Buildings to remain closed to public traffic through May 31, 2020.

1. Full stock and supply of PPE is not anticipated to arrive prior to May 22, 2020. Administrator has concerns that County Offices are not properly prepared to open for public traffic, due to not having all required PPE equipment.

2. COVID-19 cases continue to rise for Brooks County; and have not seen it start to level any. On May 13th, Administrator will re-assess to see if we satisfy the requirements.

B. Request a Special Called Meeting the week of May 18th to Discuss FY2021 Budget and Grady EMS Contract

C. Land Appraisal Report Available on May 4, 2020; Brooks County Farm Land and Development Authority Acreage – The land appraisal is near completion and will be provided to the Board for review.

D. Opening of Sealed Bids Courthouse RFQ's week of May 4, 2020

E. Opening of Sealed Bids Ag Building RFQ's week of May 11, 2020

9. Calendar Items to Note

June 1, 2020 – Reopening of all County Buildings to Public Traffic (If recommendation acceptable)

10. Commissioners Notes/Comments

- **Rhett Rowe - District 1** – Appreciated everyone that called into teleconference.
- **Patrick Folsom, District 2** – No comment.
- **Willie Cody, District 3** – No comment.
- **Myra Exum, District 4** – Wished Happy Birthday to Mike Smith, 911/EMA Director. Commended employees, Administrator, for their work and support during the pandemic. Requested reports be sent to Board from Road Department.
- **James Maxwell, District 5** – Commented he appreciates everything Administrator and Staff are doing during COVID-19. He also encouraged everyone to continue to wear masks, practice social distancing, and to protect themselves.

10. Adjournment - Mr. Exum made the motion to adjourn regular meeting at

6:11 p.m.; Mr. Rowe seconded.

Mr. James Maxwell, Chairman
Ms. Jessica McKinney, Administrator
Ms. Patricia A. Williams, Clerk